

**CITY OF GREENVILLE  
CORPORATE  
PARKING ASSIGNMENT SHEET  
IRVINE ST. PARKING LOT**

NAME \_\_\_\_\_ CORPORATE NAME \_\_\_\_\_  
(PLEASE PRINT OR TYPE) (PLEASE PRINT OR TYPE)

HOME ADDRESS \_\_\_\_\_ CORPORATE ADDRESS \_\_\_\_\_  
(NUMBER AND STREET) (NUMBER AND STREET)

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

HOME PHONE \_\_\_\_\_ CORPORATE PHONE \_\_\_\_\_

The parking fee is **\$46.60** per month, and is due in advance, on or before of the first day of each month. If the fee is not paid by the 10th of the month, a late fee will be added totaling 10% of the outstanding balance. Additionally, the monthly stickers will not be issued until the account is current.

Parking Tags will allow you access to this parking facility only. The Tag is to be used by **you only, NO EXCEPTIONS**. Unauthorized use of the card by other persons will result in permanent cancellation of monthly parking privileges at all city parking facilities.

There is a **\$46.60** per Tag deposit due, in advance and refundable, without interest, upon surrender of your valid Tag. (The deposit will be returned in full provided that all monthly charges are paid in full and the Tag is returned to the City no later than the 5th day of the month. If tag is not returned by the 5<sup>th</sup> day of the month, you will owe for that month.)

Loss of a valid monthly Tag results in a replacement fee of **\$15.00** per Tag.

**NO REFUNDS** shall be given for parking fees.

The monthly Tag is valid only for regular business hours as determined by the City. This applies to all rented spaces. Regular business hours are defined as Monday through Friday, 7:00 a.m. to 6:00 p.m. This includes reserved parking spaces. Monthly parkers entering the lot without their Tag will be subject to a ticket.

The City of Greenville reserves the right to cancel this agreement, at its discretion, given a thirty (30) day written notice.

Make checks payable to "**CITY OF GREENVILLE**", please put account number and facility name on your check and mail to City of Greenville, Parking Services Division, P.O. Box 488 Greenville, SC 29602.

The City reserves the right to increase parking fees after giving a thirty (30) day written notice.

Any vehicle left in this parking lot longer than 72 hours (3 days) without notifying the Parking Bureau, is subject to being towed at the owner's expense at the discretion of the Greenville Police Department.

**The City shall not be responsible for loss, damage to property or personal injury as a result of parking at the above location. The undersigned relieves the City from any and all claims which they may have.**

**SMOKING IS PROHIBITED, BY CITY ORDINANCE, IN STAIRWELLS AND ELEVATORS AT ALL TIMES.**

Primary vehicle information:

Secondary vehicle information:

Year \_\_\_\_\_ Make/Model: \_\_\_\_\_ Year \_\_\_\_\_ Make/Model \_\_\_\_\_

State: \_\_\_\_\_ Tag# \_\_\_\_\_ State: \_\_\_\_\_ Tag # \_\_\_\_\_

Color: \_\_\_\_\_ Color: \_\_\_\_\_

***I have read and understand the above application and agree to abide by all rules and regulations of said application.***

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

**NOTIFY THE PARKING DIVISION AT 467-4900, WHEN ANY CHANGES IN VEHICLE(S) OR ADDRESS INFORMATION OCCURS.**

**OFFICE USE ONLY:**

**Date Issued:** \_\_\_\_\_ **Tag #** \_\_\_\_\_ **Issued By:** \_\_\_\_\_ Revised April 6, 2010